

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: *E257 State Emergency Management Director Training Course*

Date: June 11-13, 2013

Course Description:

One of the Federal Emergency Management Agency's (FEMA's) most important stakeholders is the State Emergency Management Agency. These State agencies are responsible for implementing FEMA's programs. FEMA's Emergency Management Institute (EMI) conducts training for new State Emergency Management Directors. The resident training course at EMI is conducted in cooperation with the National Emergency Management Association (NEMA), an organization which represents the State Directors.

The training is designed to bring new State Directors together at EMI for opportunities to learn about FEMA programs, what NEMA has to offer, and to further develop skills necessary to lead their departments.

Course Goal:

1. Provide State emergency management directors and deputy directors with the information, resources and tools they need to effectively lead and manage their agencies and programs.
2. Identify current and emerging issues, challenges and trends in all hazards emergency management and help directors identify and develop effective strategies to deal with them.
3. Encourage innovation in emergency management and homeland security through public policy discussion and debate.
4. Develop leadership and management skills for a constantly changing environment.

Course Length: This course is 2.5 days in length. Travel days are Monday and Thursday.

EMI transportation will be to/from Baltimore-Washington International (BWI) airport only. Bus departs at 1:00 p.m. on Thursday from EMI.

Pre-Requisites:

As part of the training course, there will be four (4) 1-hour online webinars on selected topics prior to the resident classroom portion of the course. Webinar dates will be announced later.

Target Audience:

State Emergency Management Directors and Deputy Directors, Federal Coordinating Officers and DHS/FEMA Regional Administrators who have not previously taken this course. Each State is limited to two applicants.

Location:

Emergency Management Institute
National Emergency Training Center (NETC)
Emmitsburg, Maryland

To Apply:

Complete a FEMA Form 119-25-1, General Admissions Application, with student signature and signature of supervisor or sponsoring agency official. Submit the application through the State Emergency Management Training office which will mail, scan, or fax it to:

NETC Admissions Office (Room I-216)
National Emergency Training Center
16825 South Seton Avenue
Emmitsburg, MD 21727-8998
Phone: (301) 447-1035 Fax: (301) 447-1658
Email: netc-admissions@fema.dhs.gov

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Scan the QR Code, or click the link to apply online:



<http://training.fema.gov/Apply/>

Note to RTMs and RPMs: The FEMA Form 119-25-1 must be received by NETC Admissions – no later than 6 weeks prior to the course start.

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Scan the QR Code, or click the link for a PDF copy of the NETC Welcome Package online:



http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email netc-housing@fema.dhs.gov.

Notice to Applicants for FY 2013 courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form. The SSN number is no longer required.

How do I obtain my FEMA SID number?

Step 1: To register, go to <https://cdp.dhs.gov/femasid>

Step 2: Click on the “Need a FEMA SID” button on the right side of the screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I have been assigned?

The SID number is used in place of the SSN on your General Admissions Application (FEMA Form 119251) for any courses that begin on or after October 1, 2012.

For continual updates on other EMI courses, please sign up for our free e-mail subscription service at: <http://training.fema.gov/EMIWeb/IEMC/>

EMI Point of Contact:

For additional information contact the course manager, Tom Marlowe, at 301-447-1060, or email tom.marlowe@dhs.gov.

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